

**EXECUTIVE OFFICE OF THE PRESIDENT**  
**BUREAU OF THE BUDGET**  
WASHINGTON 25, D. C.

December 15, 1961

CIRCULAR NO. A-35  
Revised

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

SUBJECT: Information on public works programs

This Circular supersedes and replaces Circular No. A-35 dated October 26, 1956. It provides for annual reports to the Bureau of the Budget on public works projects and programs under way or to be undertaken in the budget year or succeeding years.

This information is supplementary to the data on public works required by Circular No. A-11. It provides additional detail and advance programming for several years in the future. The data are needed by the Bureau of the Budget to fulfill its responsibilities under Executive Order No. 9384 and by the Council of Economic Advisers for planning purposes.

The information is to be sent to the Bureau of the Budget as nearly as possible within 30 days after budget allowances are received by the agency, but in no event later than the following February 1. The information should be presented in the form of general statements and schedules, according to the attached instructions.

Major revisions in the Circular include the following:

1. Reporting on Schedule A, Public Works Preliminary Surveys, will be discontinued. Reporting on Schedule B, Preparation of Plans and Initiation of Construction on New Federal Projects, and on Schedule C, Construction on Continuing Projects, will be continued in revised form, with these schedules redesignated as A and B respectively. A new Schedule C is provided for reporting on Federal grants and loans for public works.
2. The reporting period is reduced from six years to five years.
3. Projects reported on revised Schedule B will be limited to projects started prior to the budget year on which construction continues in the budget year.

ELMER B. STAATS  
Acting Director

Attachments